



## U.S. Department of Justice

Executive Office for Immigration Review

*Office of the General Counsel*

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5107 Leesburg Pike, Suite 1903  
Falls Church, Virginia 22041

September 7, 2018

Matthew Hoppock  
MuckRock  
Dept. MR 58994  
411A Highland Ave.  
Somerville, MA 02144-2516

Re: FOIA 2018-43823

Dear Mr. Hoppock,

This letter is in response to your Freedom of Information Act (FOIA) request to the Executive Office for Immigration Review (EOIR) in which you seek documents regarding Philadelphia Immigration Court Administrator Alterra Alicea.

Responsive documents are enclosed. There will be no charge for these documents.

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. *See 5 U.S.C. § 552(c) (2006 & Supp. IV 2010).* This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication that excluded records do, or do not, exist. *See* <http://www.justice.gov/oip/foiastatus/2012foiastatus9.html>.

You may contact our FOIA Public Liaison at the telephone number 703-605-1297 for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, Room 2510, 8601 Adelphi Road, College Park, Maryland 20740-6001, e-mail at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

If you are not satisfied with my response to this request, you may administratively appeal by writing to the Director, Office of Information Policy (OIP), United States Department of Justice, Suite 11050, 1425 New York Avenue, NW, Washington, DC 20530-0001, or you may submit an appeal through OIP's FOIAonline portal by creating an account on the following web site: <https://www.foiaonline.gov/foiaonline/action/public/home>. Your appeal must be

postmarked or electronically transmitted within 90 days of the date of my response to your request. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal."

Sincerely,



Joseph R. Schaaf  
Chief Counsel for Administrative Law

Enclosure:

EOIR FOIA# 2018-43823

**From:** [Alicea, Alterra \(EOIR\)](#)  
**To:** [Weil, Jack \(EOIR\)](#)  
**Subject:** RE: Castro Tum  
**Date:** Monday, May 21, 2018 2:16:00 PM

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Hi Judge,

There are still some technical issues with this case, however, I did manage to get it scheduled in the system. We had to put it on for 2:30pm in the system because Judge Morley already had P&I cases scheduled for 1:00pm and this is a P&I case.

Alterra

*Alterra Alicea  
Court Administrator  
Immigration Court  
Robert N.C. Nix Federal Building & Courthouse  
900 Market Street, Suite 504  
Philadelphia, PA 19107  
(215) 717-2345*

**From:** Weil, Jack (EOIR)  
**Sent:** Monday, May 21, 2018 9:29 AM  
**To:** Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.USDOJ.GOV](mailto:Alterra.Alicea@EOIR.USDOJ.GOV)>  
**Subject:** RE: Castro Tum

Thanks

**From:** Alicea, Alterra (EOIR)  
**Sent:** Monday, May 21, 2018 9:18 AM  
**To:** Weil, Jack (EOIR) <[Jack.Weil@EOIR.USDOJ.GOV](mailto:Jack.Weil@EOIR.USDOJ.GOV)>  
**Subject:** RE: Castro Tum

Yes, I will!

*Alterra Alicea  
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Immigration Court  
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900 Market Street, Suite 504  
Philadelphia, PA 19107  
(215) 717-2345*

**From:** Weil, Jack (EOIR)  
**Sent:** Monday, May 21, 2018 9:07 AM  
**To:** Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.USDOJ.GOV](mailto:Alterra.Alicea@EOIR.USDOJ.GOV)>  
**Subject:** RE: Castro Tum

We just need to enter the scheduled hearing date in CASE once we have access to the case in CASE. Can you track that?

**From:** Alicea, Alterra (EOIR)  
**Sent:** Monday, May 21, 2018 7:49 AM  
**To:** Weil, Jack (EOIR) <[Jack.Weil@EOIR.USDOJ.GOV](mailto:Jack.Weil@EOIR.USDOJ.GOV)>  
**Subject:** RE: Castro Tum

Good Morning Judge Weil,

I heard that we were able to get a notice out, should I make contact with the BIA for the ROP, or has that already been done?

*Alterra Alicea  
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(215) 717-2345*

**From:** Weil, Jack (EOIR)  
**Sent:** Friday, May 18, 2018 10:30 AM  
**To:** Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.USDOJ.GOV](mailto:Alterra.Alicea@EOIR.USDOJ.GOV)>; Morley, Steven A. (EOIR) <[Steven.Morley@EOIR.USDOJ.GOV](mailto:Steven.Morley@EOIR.USDOJ.GOV)>  
**Subject:** FW: Castro Tum  
**Importance:** High

FYI

**From:** Cheng, Mary (EOIR)  
**Sent:** Friday, May 18, 2018 10:29 AM  
**To:** Weil, Jack (EOIR) <[Jack.Weil@EOIR.USDOJ.GOV](mailto:Jack.Weil@EOIR.USDOJ.GOV)>; Maggard, Print (EOIR) <[Print.Maggard@EOIR.USDOJ.GOV](mailto:Print.Maggard@EOIR.USDOJ.GOV)>  
**Subject:** Fwd: Castro Tum

Jack,

Please make sure we get this docketed as per the Director's instructions. Thank you.

Mary Cheng  
Deputy Chief Immigration Judge

Begin forwarded message:

**From:** "Keller, Mary Beth (EOIR)" <[MaryBeth.Keller@EOIR.USDOJ.GOV](mailto:MaryBeth.Keller@EOIR.USDOJ.GOV)>  
**Date:** May 18, 2018 at 10:12:14 AM EDT  
**To:** "Ortiz-Ang, Susana (EOIR)" <[Susana.Ortiz-Ang@EOIR.USDOJ.GOV](mailto:Susana.Ortiz-Ang@EOIR.USDOJ.GOV)>, "Murry, Anthony (EOIR)" <[Anthony.Murry@EOIR.USDOJ.GOV](mailto:Anthony.Murry@EOIR.USDOJ.GOV)>, "Weil, Jack (EOIR)" <[Jack.Weil@EOIR.USDOJ.GOV](mailto:Jack.Weil@EOIR.USDOJ.GOV)>, "Maggard, Print (EOIR)" <[Print.Maggard@EOIR.USDOJ.GOV](mailto:Print.Maggard@EOIR.USDOJ.GOV)>, "Cheng, Mary (EOIR)" <[Mary.Cheng@EOIR.USDOJ.GOV](mailto:Mary.Cheng@EOIR.USDOJ.GOV)>  
**Subject:** Fwd: Castro Tum

All,

Please see the Director's instruction below and let me know when accomplished. The judge in the case was Morley in Philadelphia I believe, per an email from Dan yesterday, but please check me.

Thank you.

Mtk

Sent from my iPad

Begin forwarded message:

**From:** "McHenry, James (EOIR)" <[James.McHenry@EOIR.USDOJ.GOV](mailto:James.McHenry@EOIR.USDOJ.GOV)>  
**Date:** May 18, 2018 at 9:53:38 AM EDT  
**To:** "Keller, Mary Beth (EOIR)" <[MaryBeth.Keller@EOIR.USDOJ.GOV](mailto:MaryBeth.Keller@EOIR.USDOJ.GOV)>  
**Cc:** "Reilly, Katherine (EOIR)" <[Katherine.Reilly@EOIR.USDOJ.GOV](mailto:Katherine.Reilly@EOIR.USDOJ.GOV)>, "Sheehey, Kate (EOIR)" <[Kate.Sheehey@EOIR.USDOJ.GOV](mailto:Kate.Sheehey@EOIR.USDOJ.GOV)>, "Murry, Anthony (EOIR)" <[Anthony.Murry@EOIR.USDOJ.GOV](mailto:Anthony.Murry@EOIR.USDOJ.GOV)>  
**Subject:** Castro Tum

MaryBeth,

Please confirm by COB today that Castro-Tum's next hearing has been scheduled for no later than May 31 and that the hearing notice has been sent.  
Thanks.

James

**From:** Alicea, Alterra (EOIR)  
**To:** Carr, Donna (EOIR)  
**Subject:** RE: Castro-Tum  
**Date:** Tuesday, May 22, 2018 7:26:00 AM

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Yes! Thank you

*Alterra Alicea  
Court Administrator  
Immigration Court  
Robert N.C. Nix Federal Building & Courthouse  
900 Market Street, Suite 504  
Philadelphia, PA 19107  
(215) 717-2345*

**From:** Carr, Donna (EOIR)  
**Sent:** Monday, May 21, 2018 4:50 PM  
**To:** Alicea, Alterra (EOIR) <Alterra.Alicea@EOIR.USDOJ.GOV>  
**Subject:** RE: Castro-Tum

Did you get it to work?

d.

**From:** Alicea, Alterra (EOIR)  
**Sent:** Monday, May 21, 2018 1:58 PM  
**To:** Carr, Donna (EOIR) <[Carr.Donna@EOIR.USDOJ.GOV](mailto:Carr.Donna@EOIR.USDOJ.GOV)>  
**Subject:** RE: Castro-Tum

I tried printing the orders and it still is not giving me access! It's weird!! I'm going to try again and if it doesn't work, I'll contact the HD.

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Philadelphia, PA 19107  
(215) 717-2345*

**From:** Carr, Donna (EOIR)

**Sent:** Monday, May 21, 2018 1:54 PM  
**To:** Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.ODO.GOV](mailto:Alterra.Alicea@EOIR.ODO.GOV)>  
**Subject:** RE: Castro-Tum

You're getting that queue, because, when I entered the motion for the remand order, it closed out your open proceeding (from the first remand) with a J code. I think all you have to do is print those orders and discard them. Normally, you'd serve the order on the parties, but, in this case, you do not send it to them because you need to send out the hearing notice per the AG's order.

d.

**From:** Alicea, Alterra (EOIR)  
**Sent:** Monday, May 21, 2018 1:32 PM  
**To:** Carr, Donna (EOIR) <[Donna.Carr@EOIR.ODO.GOV](mailto:Donna.Carr@EOIR.ODO.GOV)>  
**Subject:** Castro-Tum

Hi Donna,

I get the attached screen when trying to enter the case? Does this mean that BIA still has to do something in the system?

Alterra

**From:** Weil, Jack (EOIR)  
**To:** Alicea, Alterra (EOIR)  
**Subject:** RE: CASTRO-TUM  
**Date:** Thursday, May 31, 2018 5:17:06 PM

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Thank you. I listened to DAR.

**From:** Alicea, Alterra (EOIR)  
**Sent:** Thursday, May 31, 2018 5:04 PM  
**To:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** RE: CASTRO-TUM

Judge Weil,

The case was continued to allow the “Friend of the Court” Matthew Archambeauit, an opportunity to submit a brief on the issue of the adequacy of the address provided by ORR. The government opposed the continuance and reserved appeal.

Please let me know if you need additional information.

Alterra

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Philadelphia, PA 19107  
(215) 717-2345*

**From:** Alicea, Alterra (EOIR)  
**Sent:** Thursday, May 31, 2018 2:18 PM  
**To:** Weil, Jack (EOIR) <[Jack.Weil@EOIR.USDOJ.GOV](mailto:Jack.Weil@EOIR.USDOJ.GOV)>  
**Subject:** RE: CASTRO-TUM

Will do!

*Alterra Alicea  
Court Administrator  
Immigration Court  
Robert N.C. Nix Federal Building & Courthouse*

*900 Market Street, Suite 504  
Philadelphia, PA 19107  
(215) 717-2345*

**From:** Weil, Jack (EOIR)  
**Sent:** Thursday, May 31, 2018 2:18 PM  
**To:** Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.USDO.GOV](mailto:Alterra.Alicea@EOIR.USDO.GOV)>  
**Subject:** Re: CASTRO-TUM

Thank you. Please continue to keep me informed.

On May 31, 2018, at 2:15 PM, Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.USDO.GOV](mailto:Alterra.Alicea@EOIR.USDO.GOV)> wrote:

Judge Weil,

FYI-Subject reset to July 26, 2018. Respondent did not appear.

*Alterra Alicea  
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Philadelphia, PA 19107  
(215) 717-2345*

**From:** Weil, Jack (EOIR)  
**To:** Murry, Anthony (EOIR)  
**Subject:** FW: Castro-Tum  
**Date:** Wednesday, June 06, 2018 12:40:00 PM

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As discussed

**From:** Alicea, Alterra (EOIR)  
**Sent:** Tuesday, June 05, 2018 5:59 PM  
**To:** Nadkarni, Deepali (EOIR) <Deepali.Nadkarni@EOIR.USDOJ.GOV>; Castro, Deborah (EOIR) <Deborah.Castro@EOIR.USDOJ.GOV>  
**Cc:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** RE: Castro-Tum

Judge Nadkarni,

The ROP will be shipped tomorrow, FEDEX# 7724 0402 0073. I scanned it to WAS, I could not print the Barcode to you. I will place a cover sheet advising that the ROP is not a COV and should be forwarded to your attention ASAP.

Alterra

*Alterra Alicea  
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Immigration Court  
Robert N.C. Nix Federal Building & Courthouse  
900 Market Street, Suite 504  
Philadelphia, PA 19107  
(215) 717-2345*

**From:** Alicea, Alterra (EOIR)  
**Sent:** Tuesday, June 05, 2018 7:13 AM  
**To:** Nadkarni, Deepali (EOIR) <Deepali.Nadkarni@EOIR.USDOJ.GOV>  
**Cc:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** RE: Castro-Tum

Will do!! I'll send the tracking # to both you and Deborah.

Alterra

*Alterra Alicea  
Court Administrator  
Immigration Court*

*Robert N.C. Nix Federal Building & Courthouse  
900 Market Street, Suite 504  
Philadelphia, PA 19107  
(215) 717-2345*

**From:** Nadkarni, Deepali (EOIR)  
**Sent:** Monday, June 04, 2018 6:22 PM  
**To:** Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.USCIS.GOV](mailto:Alterra.Alicea@EOIR.USCIS.GOV)>  
**Cc:** Weil, Jack (EOIR) <[Jack.Weil@EOIR.USCIS.GOV](mailto:Jack.Weil@EOIR.USCIS.GOV)>  
**Subject:** Re: Castro-Tum

Yes, please ship it to me at WAS. Thanks!

Dee Nadkarni  
Assistant Chief Immigration Judge  
703.305.1247

On Jun 4, 2018, at 4:11 PM, Alicea, Alterra (EOIR) <[Alterra.Alicea@EOIR.USCIS.GOV](mailto:Alterra.Alicea@EOIR.USCIS.GOV)> wrote:

Judge Nadkarni,

My apologies for the late email, we've had connectivity issues all throughout the day. Following up on our conversation, the case is scheduled from July 26<sup>th</sup> at 1pm. It looks as though it has already been transferred to you in CASE. Please let me know if you would like the ROP shipped to you.

Alterra

*Alterra Alicea  
Court Administrator  
Immigration Court  
Robert N.C. Nix Federal Building & Courthouse  
900 Market Street, Suite 504  
Philadelphia, PA 19107  
(215) 717-2345*

**From:** Alicea, Alterra (EOIR)  
**To:** Castro, Deborah (EOIR)  
**Cc:** Nadkarni, Deepali (EOIR)  
**Subject:** RE: Castro-Tum  
**Date:** Wednesday, June 27, 2018 9:16:00 AM

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Deborah,

We removed the attorney because he is a "Friend of Court" not the official attorney of record. That's probably DHS did not serve the attorney.

Alterra

**From:** Castro, Deborah (EOIR)  
**Sent:** Wednesday, June 27, 2018 5:31 AM  
**To:** Alicea, Alterra (EOIR) <Alterra.Alicea@EOIR.USDOJ.GOV>  
**Cc:** Nadkarni, Deepali (EOIR) <Deepali.Nadkarni@EOIR.USDOJ.GOV>  
**Subject:** Re: Castro-Tum

Please note that the DHS only sent the brief to respondent at the address of record.

Sent from my iPhone

On Jun 26, 2018, at 4:45 PM, Alicea, Alterra (EOIR) <Alterra.Alicea@EOIR.USDOJ.GOV> wrote:

Please see attached brief from DHS.

Alterra

<Color\_1\_20180626164442397.PDF>

**From:** Weil, Jack (EOIR)  
**To:** Alicea, Alterra (EOIR)  
**Subject:** RE: Reassignment - Castro-Tum Issue Cases in PHI  
**Date:** Tuesday, July 24, 2018 3:42:18 PM

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I'll check.

**From:** Alicea, Alterra (EOIR)  
**Sent:** Tuesday, July 24, 2018 2:49 PM  
**To:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** RE: Reassignment - Castro-Tum Issue Cases in PHI

DHS is also filing a number of Motions to Recalendar on the cases that were not appealed, but closed under similar circumstances, should those be reassigned as well?

**From:** Weil, Jack (EOIR)  
**Sent:** Tuesday, July 24, 2018 2:46 PM  
**To:** Alicea, Alterra (EOIR) <Alterra.Alicea@EOIR.USDOJ.GOV>  
**Subject:** RE: Reassignment - Castro-Tum Issue Cases in PHI

Thanks

**From:** Alicea, Alterra (EOIR)  
**Sent:** Tuesday, July 24, 2018 2:45 PM  
**To:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** RE: Reassignment - Castro-Tum Issue Cases in PHI

Got it!

**From:** Weil, Jack (EOIR)  
**Sent:** Tuesday, July 24, 2018 11:26 AM  
**To:** Alicea, Alterra (EOIR) <Alterra.Alicea@EOIR.USDOJ.GOV>  
**Cc:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** FW: Reassignment - Castro-Tum Issue Cases in PHI  
**Importance:** High

FYI.

**From:** Cheng, Mary (EOIR)  
**Sent:** Tuesday, July 24, 2018 11:25 AM  
**To:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** Re: Reassignment - Castro-Tum Issue Cases in PHI

Please reassign to another IJ. Thank you.

Mary Cheng  
Deputy Chief Immigration Judge

On Jul 24, 2018, at 10:40 AM, Weil, Jack (EOIR) <[Jack.Weil@EOIR.USDOJ.GOV](mailto:Jack.Weil@EOIR.USDOJ.GOV)> wrote:

Mary,

Quick question – did you want the other Castro-Tum issue cases assigned to IJ Morley reassigned to ACIJ Nadkarni or another PHI IJ?

Thanks,  
Jack

**From:** Weil, Jack (EOIR)  
**To:** Alicea, Alterra (EOIR)  
**Cc:** Weil, Jack (EOIR)  
**Subject:** RE: Reassignment - Castro Tum Issue - Admin Closed but NotAppealed  
**Date:** Wednesday, July 25, 2018 1:36:54 PM

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Please pull them.

Assignment to one or two judges is fine.

**From:** Alicea, Alterra (EOIR)  
**Sent:** Wednesday, July 25, 2018 11:38 AM  
**To:** Weil, Jack (EOIR) <Jack.Weil@EOIR.USDOJ.GOV>  
**Subject:** RE: Reassignment - Castro Tum Issue - Admin Closed but NotAppealed

Judge Weil,

Just an FYI- Judge Morley has a number of the Motions to Recalendar in his office, I will be pulling them today for reassignment. I am sure that he may have questions, so I just wanted to give you a heads up.

Also, would it be possible to assign them to just one or two Judges? I just think for the purpose of tracking, it will make it easier. I'm thinking II's Carle and Verma.

Alterra

**From:** Weil, Jack (EOIR)  
**Sent:** Wednesday, July 25, 2018 12:07 AM  
**To:** Alicea, Alterra (EOIR) <Alterra.Alicea@EOIR.USDOJ.GOV>  
**Subject:** Fwd: Reassignment - Castro Tum Issue - Admin Closed but NotAppealed

FYI.

Begin forwarded message:

**From:** "Cheng, Mary (EOIR)" <Mary.Cheng@EOIR.USDOJ.GOV>  
**Date:** July 24, 2018 at 5:21:28 PM EDT  
**To:** "Weil, Jack (EOIR)" <Jack.Weil@EOIR.USDOJ.GOV>  
**Cc:** "Wahowiak, Marlene (EOIR)" <Marlene.Wahowiak@EOIR.USDOJ.GOV>, "Cheng, Mary (EOIR)" <Mary.Cheng@EOIR.USDOJ.GOV>  
**Subject: RE: Reassignment - Castro Tum Issue - Admin Closed but NotAppealed**

Yes. Thank you.

Mary Cheng

Deputy Chief immigration Judge

**From:** Weil, Jack (EOIR)

**Sent:** Tuesday, July 24, 2018 3:47 PM

**To:** Cheng, Mary (EOIR) <[Mary.Cheng@EOIR.DHS.GOV](mailto:Mary.Cheng@EOIR.DHS.GOV)>

**Subject:** Reassignment - Castro Tum Issue - Admin Closed but NotAppealed

**Importance:** High

Mary,

In PHI, we are receiving motions to recalendar cases with Castro-Tum issues that were administratively closed by IJ Morley but in which DHS did not file an appeal.

Does OCIJ want those cases also to be reassigned to another judge?

Thanks,

Jack